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DETACHMENT "H"

16 January 1970

STANDARD OPERATING PROCEDURE

H-50-18 This SOP supercedes H-50-18 dated 28 March 1969.


FLIGHT PLANNING

- I. PURPOSE: To outline responsibilities and procedures pertinent to the Flight Planning Section.
- II. SCOPE: The provisions of this SOP are applicable to the Flight Planning Section.
- III. 

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IV. PROCEDURES:

A. Operational Missions:

- (1) Preparation of Routes: As soon as practical after receipt, the Director of Operations will provide the Flight Planning Section with a sterilized copy of the route message. The following tasks will be accomplished as soon as practical and not later than five (5) hours after receipt.
- (a) Prepare Pilot's JN Chart as directed below:
- (1) Accomplish Para B (Chart preparation) of Flight Planners Checklist.
 - (2) Draw the route in blue pencil.
 - (3) Mark all flight lines in red pencil.
 - (4) All emergency field radials will be given in green pencil.
 - (5) Radio beacons with freq and call signs will be in red pencil.
 - (6) TACAN with freq and call signs will be in blue pencil.
 - (7)  will be at the point/time in red pencil beside an asterisk.
 - (8) All other chart annotations can be in either red or blue pencil.

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(b) Prepare worksheet and green card utilizing section C (GREEN CARD) of Flight Planners checklist.

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(c) Prepare five (5) [redacted] charts for distribution as follows:

(1) Pilots Emergency Map.

(2) Detachment Commander's Route Book.

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(3) [redacted] Headquarters.

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(4) [redacted] (Size 17 X 13 $\frac{1}{2}$).

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(5) [redacted] (Subsequent to mission completion).

NOTE: All charts above will have the route marked in blue pencil and the flight lines in red pencil. Additionally, charts (2) thru (5) above will reflect the canned route number, the total flight time, the total distance and the time over denied territory.

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(d) Five [redacted] white maps, with the entire route in blue pencil and the following annotations: Canned Route number, total distance, total flight time and the time over denied territory. (To be placed in an envelope with [redacted] map((c)(3) above) to be hand carried to [redacted] Headquarters at the same time as [redacted] map((c)(4) above) is hand carried to [redacted])

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(e) All elements of the route mission package will be completed and cross-checked by [redacted] Flight Planners. The worksheet will be initialed to verify that the cross check has been accomplished.

(f) Coordinate with appropriate Special Equipment personnel to confirm film requirements for 100 percent coverage in the programmed modes. Notify tracker personnel of film fogging requirement. Notify "H" camera personnel of present angle for first flight line.

(g) Coordinate with the Intelligence Officer for the preparation of route overlays. When this is completed the route folder will be retained by the Intelligence Officer.

(2) Mission preparation after receipt of an alert: To finalize the mission package and briefing data subsequent to receipt of the mission alert message, the following actions will be taken:

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- (a) Obtain the mission package from the Intelligence Officer; check it against the message and correct for any changes in the route or procedures.
- (b) Notify Special Equipment personnel of tracker film fogging requirement and preset angle for "H" Config, if required. 25X1C
- (c) Supervise pilot's mission pre-briefing (Conducted by [REDACTED] Flight Planner and Operations Officer.)
- (d) Coordinate [REDACTED] times and frequencies with the Chief of Communications. 25X1A2g
- (e) Assemble at 2330L, or as directed, to finish the worksheet, green card and pilot's chart after receipt of the route winds. Use the current checklist to validate the mission package. (See Atch 1).
- (f) Prepare an acetate weather overlay from the latest weather forecast for the pilots briefing.
- (g) Prepare the mission briefing and the mission data board.
- (h) Complete message in Signal Center. (Take-off; High Cone and Control times.)
- (i) Inform the Director of Operations of any change in planned take-off time, significant discrepancies in predicted fuel reserve, etc. 25X1C

(j) [REDACTED]

(3) Flight Planner responsibilities during an Operational Mission:

- (a) Transfer overlays to the flight following map in the Command Post. Place the mission data board in a conspicuous spot in the Command Post.
- (b) Confirm the time hack on the Command Post clocks. 25X1A
- (c) Thirty (30) minutes prior to briefing one [REDACTED] Flight Planner will be available to correct the green card and chart for any changes received prior to take-off.
- (d) One Flight Planner [REDACTED] as required) will be available for Command Post duty to plot mission progress on the flight following board. 25X1C

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(4) Flight Planners responsibilities subsequent to mission recovery:

- (a) Prepare the debriefing board.
- (b) Transfer overlays to the briefing room map.
- 25X1C (c) The navigation portion of the debriefing will be conducted by the [REDACTED] Planners, as required.
- 25X1C (d) The [REDACTED] Flight Planner will prepare the mission summary message after tracker read out.
- (e) All materials pertinent to the mission will be placed in the mission package and returned to the Director of Operations.

B. TRAINING MISSIONS:

- (1) Training routes will be prepared as required. Each route will have a standard worksheet and flight following data board/map. Annotations will be in accordance with current procedures.

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- (3) Flight Planners will be responsible for preparing and maintaining the currency of appropriate flight following maps in the Command Post. A Flight Planner is not required in the Command Post while training missions are in progress, but will be immediately available in the building.
- (4) The debriefing board will be completed prior to scheduled debriefing as announced by the Director of Operations.

C. ADDITIONAL DUTIES:

- (1) The Flight Planning Section is responsible for the preparation of all charts, green cards, fuel curves and flight packets for all operational, training and ferry missions flown from this Detachment.
- (2) The Chief Flight Planner will maintain an adequate quantity of all required charts, publications, supplies and will be held accountable for all non-expendable issued supplies.

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- (3) A supply requisition, (DD Form 1149) will be used and forwarded in single copy to order charts and flight publications. No annotation will be made except the type and quantity of maps or publications desired plus the precedence "IMMEDIATE". The Detachment receives routine distribution of Almanacs, Terminal let Down Books, FLIP Charts and Enroute Supplements.

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- (4) The [REDACTED] Flight Planner will be responsible for hacking the clocks in the Command Post each morning prior to the first scheduled take-off. The clocks will be wound on a weekly basis.

D. The [REDACTED] Flight Planners will be familiar with the duties of the Intelligence Officer.

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- (1) The Chief of Flight Planning will assume primary responsibility for the Flight Planning Section but will retain the capability to assist/replace the Intelligence Officer as required.
- (2) In the absence of an assigned Intelligence Officer the second [REDACTED] Flight Planner will assume primary responsibility for the Intelligence function as required by the Director of Operations.

Distribution:

Copies

1 Detachment Commander
2 Dir Support/Exe Officer
3-5 Dir Operations
6-9 Dir Materiel
10-13 Hqs
14-15 C/Security

[REDACTED]
Detachment Commander

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